

# Information Technology 120

## Course Outline

Timeline: September 2, 2014 – January 27, 2015

Location: Hartland Community School, Room A-217

Teacher: Mr. Graham Rich, graham.rich@nbed.nb.ca, 375-3000 (office)

## Program Overview

Information Technology 120 offers the opportunity to examine, create, reflect and appreciate data manipulation and storage, digital tools for print-based communication and the complete project cycle (brainstorm, plan, research, identify assets, design, build, manage, deliver and evaluate). A final project will involve a group of students delivering an information technology solution to a real world problem.

## Possible Topics of Study

- Key IT Software & Functions
- ICT Project Life Cycle, Management
- Essential Skills in:
  - Desktop Publishing
  - Cloud Computing
  - Spreadsheets and Databases
  - Presentation

## Curriculum Outcome Strands

- IT Perspective
- ICT Project Management
- Essential Skill Based Applications

## Assessment Procedure

- 50% – In-Class Work: Activities, Assignments/Projects, Quizzes, Tests
- 15% – Web Portfolio
- 5% – Homework
- 30% – Exam – Written Exam to be completed during Exam Week in January
  - Practical Exam to be completed the week prior to Exam Week

**ASSESSMENT NOTE:** The final mark is **NOT** mathematically based on the November report mark.

This encourages students to take greater risk and brainstorm more challenging projects.

Students who take these risks will benefit from greater achievement later in the course.

## Expectations of Students for Learning

- Information Technology 120 is a hands-on project-based course and **attendance is essential**.  
If a student should **miss 5 classes**, he/she must arrange with Mr. Rich to catch up after school.
- Students: arrive prepared and on-time; give help to and receive help from other students; brainstorm and create unique projects; work safely, efficiently and be productive!

## Course Materials

- Students are required to bring their own headphones. (*All digital software and assets will be provided.*)

## Communication

- Assignments and deadlines will be posted at: <http://www.witty.ca> → HCS → Info Tech 11/12
- Parents can contact Mr. Rich by phone, email, at parent-teacher meetings or by appointment.



## Information Technology 120 (September 2, 2014 – January 27, 2015)

I have read the course outline. I understand the course objectives and assessments.

I realize the November report mark indicates progress only and is **not** a percentage of the final mark.

Please send progress reports: ☐ on paper ☐ by email to: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_ Signature: \_\_\_\_\_